



NAVAL FACILITIES EXPEDITIONARY LOGISTICS CENTER

Prevention of Harassment Policy Statement

NFELC personnel are entitled to a work environment free from harassment. Any form of harassment - sexual, racial, or ethnic - is particularly onerous-both for the recipient and the organization responsible for the environment. NO ONE should experience this type of behavior.

Any individual who is the recipient of such behavior has the right to expect their concerns to be promptly investigated and resolved. When behavior is determined to be offensive and unlawful, appropriate action will be taken against the offender. I will not tolerate those who harass others. I expect every supervisor and manager, civilian and military, to take appropriate action when made aware of allegations of such behavior.

All NFELC personnel should have a basic understanding of what constitutes Sexual Harassment. Annual training in Prevention of Sexual Harassment is provided to all employees to reinforce this understanding and to specify:

- which behaviors may be unacceptable,
- how to address your concerns when confronted with unacceptable behavior,
- what to expect once your concerns have been expressed, and
- how to respond when someone turns to you for assistance.

It is your responsibility to address behavior you find unacceptable in the work place. You should bring the situation to the attention of management. You will not be ignored. If you are dissatisfied with management's response, feel no hesitation or fear of retribution in pursuing the matter through the EEO Complaint Process. A description of the EEO Complaint Process is posted on all official bulletin boards. My principle point of contact in all matters relating to Harassment is the Deputy EEO Officer, Charlie Thompson.

Any environment in which we treat each other with respect and dignity, in which we communicate directly and forthrightly with each other, is typically free of Harassment. It falls upon the shoulders of our managers and supervisors to foster this environment. We are expected to set the example! Such leadership is essential if we are to eliminate all forms of harassment in the work place.

Steven M. Wirsching
Captain, Civil Engineer Corps, USN
Commanding Officer
Naval Facilities Expeditionary Logistics Center
July 2004



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Equal Employment Opportunity Policy Statement

As your Commanding Officer, it is appropriate that I communicate my personal commitment to the principles of Equal Employment Opportunity (EEO).

Equal Employment Opportunity provides each of us the assurance of the opportunity to perform to our optimum, to be judged on individual merit, and to be treated with respect and dignity. Further, our race, color, religion, sex, national origin, age, physical or mental disability, or sexual orientation will not be used to deny any of us that opportunity. I will not tolerate those who discriminate, nor those who retaliate against any employee who participates in any EEO activity.

NFELC has affirmatively worked to attain a workforce which reflects the cultural and ethnic diversity of our surrounding communities. Today, our challenge is even greater! As we continue to experience changes in our workforce, and in the way we conduct business, we must strive to retain the richness of our diversity. As we become innovative in managing reduced resources, we will be innovative in our approach to Affirmative Employment. I will continue the commitment to increase the representation of minorities and women in our high-grade and managerial positions, and to increase our representation of the targeted disabled. To accomplish this, it is imperative that we look within: mentoring our subordinates, developing career enhancing job assignments, and expanding access to training. We must continue to provide opportunity for individual growth if we are to continue to succeed!

Those of us in leadership roles hold positions of trust and responsibility. Our employees trust that we will be fair and equitable in our decision making. By adopting these principles, we demonstrate our responsibility and commitment to our employees. As your Commanding Officer, I will energetically promote these principles and objectives.

Steven M. Wirsching
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